

Request for Payment Records

Attorney requests for payment records ~provided by Jefferson County CSA

1. Notice of retainer must be on file (attorney of record on CCAP)
2. Payment records requests July 1996 to present require 48 hours advance request
3. Pre-July 1996 records are maintained on microfiche & require a 5 business day advance request
4. **Fee for EACH REQUEST: \$5.00/per year requested, \$5.00/per case requested (cash or check accepted)**
5. Requests may be faxed to 920-674-7435, mailed to 320 S. Main St., Rm 219 Jefferson WI 53549 or e-mailed to childsupport@jeffersoncountywi.gov

Attorney requests for balance information

1. Notice of retainer must be on file (attorney of record on CCAP)
2. E-mail childsupport@jeffersoncountywi.gov : requests must include parties' names and court case number
3. Allow 48 hour response time

Participant payment records requests

Payment records requests for **current year** and **prior year** may be obtained by calling:

Wisconsin Support Collections Trust Fund, Monday through Friday,

8:00 a.m. – 5:00 p.m. (central time), at:

(800) 991-5530

(877) 209-5209 TTY

OR

On-line at Child Support On-line Services:

childsupport.wisconsin.gov

All other payment records provided by the Jefferson County CSA:

1. \$5.00 per year fee (per case) (cash or check accepted)
2. Pre-July 1996 records are maintained on microfiche & require a 5 business day advance request